



# United States Department of the Interior

BUREAU OF RECLAMATION  
MID-PACIFIC REGION

PUTAH RESOURCE AREA - LAKE BERRYESSA  
5520 Knoxville Road  
Napa, California 94558

IN REPLY  
REFER TO:

## **OPERATIONAL POLICY NO. 4 (Revised)**

**CANCELS AND SUPERSEDES OPERATIONAL POLICY NO. 4, dated May 24, 1979**

### **POLICY ON USE OF LONG-TERM RECREATIONAL SITES DEVELOPED FOR PLACEMENT OF MOBILE HOMES AND TRAVEL TRAILERS AT LAKE BERRYESSA.**

#### **A. Application:**

This policy applies to Federal land and water areas at Lake Berryessa developed for recreational purposes and operated under concession agreements.

#### **B. Authority:**

This policy is adopted pursuant to Public Law 93-493, Sections 601 and 602, which, in part, provides for the Bureau of Reclamation (Reclamation) to administer the Federal land and water areas at Lake Berryessa in such a manner that will best provide for public recreational use and enjoyment; to implement corrective procedures when necessary; and to make such rules and regulations as are necessary to carry out the provisions of the Public Law. This policy is further adopted pursuant to each concession agreement.

#### **C. Definition:**

Long-term Recreational Site - Any land area located within a resort that is designated or developed for the placement of a mobile home or travel trailer for periods of time greater than three (3) continuous months.

Permittee - A person who has entered into an agreement with a resort for use of a long-term recreational site.

Employee - A person who works at least twenty-four (24) hours per week for a resort for pay, or provides services or facilities under the terms of an approved third party agreement or contract.

Recreational Use - Casual intermittent use of resort improvements, including long-term recreational sites, for leisure time and vacation purposes.

D. Policy:

Through its concession agreements with resort concessionaires at Lake Berryessa, Reclamation has authorized development of long-term recreational sites.

1. Permittees may utilize the resort areas at Lake Berryessa for recreational use only.

Any Permittee who owns a mobile home or travel trailer permitted within a resort area, or their family members or guests:

a. Must maintain a permanent residence elsewhere not located in a resort area or on Federal property at Lake Berryessa;

b. May not register a voting residence in a resort area or on Federal property at Lake Berryessa; and,

c. May not occupy the resort premises more than six months in any calendar year or more than 90 days continual occupancy without written approval from the resort concessionaire and Reclamation.

2. An employee, as defined herein, may reside with their immediate family in a resort during their term of employment subject to the following conditions:

a. The right to reside in a privately owned mobile home or travel trailer in the resort of employment or a resort other than the resort of employment, is contingent upon written approval of the resort concessionaire in which residency is desired, and Reclamation. Upon termination of resort employment, the employee must cease residency in the resort within thirty (30) days and fully comply with the terms of this operational policy;

b. An employee in a resort-provided residence may only occupy a long-term recreational site specifically approved for employee occupancy; and,

c. An employee, who is provided a resort-owned residence and is subsequently terminated, shall be given 30 days to relocate out of the resort. An employee, who is provided a resort-owned residence and quits, must vacate the resort-owned residence immediately, or at the discretion of the resort concessionaire, within 30 days.

Napa County Building Department installation permits are required for the placement of mobile homes on long-term recreational sites. Napa County installation permits are not required for placement of travel trailers on long-term recreational sites. Reclamation shall continue to review and approve in writing all placements of mobile homes or travel trailers on long-term recreational sites. Resort operators will enforce this policy and will be responsible for written

annual verification by use of the attached "Employee Space Identification & Policy Compliance Verification" form.

The use and occupancy of mobile homes and travel trailers on Federal land shall be governed by Lake Berryessa Operational Policies, each resort's concession agreement, and the resorts' written permit with any permittee; and, will comply with all Federal laws, rules and regulations, and such State and local laws, regulations, policies, etc., which regulate health and safety, physical development, and environmental concerns.

APPROVED: 6/16/94

S/Mike Petrinovich

---

Acting Chief, Recreation Division  
NCCAO

Employee Space Identification and Policy Compliance Verification Form

Pursuant to Lake Berryessa Operational Policy No. 4, resort operators will enforce this policy and will be responsible for written annual verification by use of this form. Please verify that each employee listed in this form is a person who works at least twenty-four (24) hours per week for a resort for pay, or provides services or facilities under the terms of an approved third party agreement or contract.

Site Number	Employee's Name	Resort Where Employee Works
-------------	-----------------	-----------------------------

---

\* An updated form is due to Reclamation annually